SOIL HEALTH IMPROVEMENT PROGRAM

Lake Simcoe, Nottawasaga & South-eastern Georgian Bay Watersheds
The Soil Health Check-Up

The Soil Health Check-Up offers producers a unique opportunity to work with a Certified Crop Advisor, free of charge, to develop Best Management Practices tailored to the specific needs of their operation.

The Soil Health Check-Up is focused on soil health and water quality. Using the Soil Health Check-Up workbook, a farmer and a participating Certified Crop Advisor work together to select fields from the farm operation for an in-depth review that includes soil type, nutrient levels, risk of soil erosion, land management practices and more. The Check-Up identifies Soil Health Challenges and suggests BMPs that aim to improve soil health.

The Soil Health Improvement Program

The goal of the Soil Health Improvement Program (SHIP) is addressing water quality by improving soil health in the Lake Simcoe, Nottawasaga, and South-eastern Georgian Bay watersheds. By supporting Best Management Practices (BMPs) recommended through the Soil Health Check-Up, farmers can take action on their identified Soil Health Challenges and make a difference on the landscape.

The Soil Health Improvement Program offers financial support to implement select BMPs. This innovative stewardship program supports actions with the greatest potential to impact the landscape, offering funding to address key issues to improve soil health and reduce edge of field phosphorus loss. The combined impact of projects completed will help to improve the health of the Lake Simcoe watershed.

Funding for SHIP is provided by Environment and Climate Change Canada through the Lake Simcoe/South-eastern Georgian Bay Clean-Up Fund. SHIP is delivered by the Ontario Soil and Crop Improvement Association (OSCIA).

Have you completed an Environmental Farm Plan?

Having a peer-reviewed 3rd edition or verified complete 4th edition Environmental Farm Plan prepared in the last five years is required to apply to SHIP. If you haven’t completed one, sign up for a workshop online on the OSCIA website or contact OSCIA directly for more information at 519-826-4214.
Am I eligible for SHIP?
To be eligible, applicants and the farm property where the proposed project will be completed must:

1. Be located in the Lake Simcoe, Nottawasaga, and South-eastern Georgian Bay watersheds (see map on page 5)
2. Have completed a Soil Health Check-Up, working with a participating Certified Crop Advisor
3. Have a peer-reviewed 3rd edition Environmental Farm Plan (EFP) or a verified complete 4th edition EFP and Action Plan from within the last 5 years
4. Have a valid Farm Business Registration Number or be able to provide an appropriate religious, cultural or gross farm income exemption
5. Have a Premises Identification Number (PID)*

*Information about obtaining a PID is available at www.ontarioppr.com, or by calling 1-855-697-7743.

Have you completed a Soil Health Check-Up?
For more information and a list of eligible CCAs, visit the SHIP page of the OSCIA website (www.ontariosoilcrop.org). Don’t see your regular CCA listed? They might not yet be participating in the delivery of the Check-Up. All CCAs interested in completing Soil Health Check-Ups are able to do so by attending a brief orientation session offered by OSCIA. Email SHIP@ontariosoilcrop.org for additional details.

STEPS TO COST-SHARE

Step 1
Satisfy the eligibility criteria listed on page 2, including having an Environmental Farm Plan and a completed Soil Health Check-Up.

Step 2
Review this SHIP brochure to determine eligible BMPs and levels of funding. Consult your Soil Health Check-Up BMP Tables to identify recommended projects to address your specific Soil Health Challenges. Information identified in the BMP Tables will indicate the levels of cost-share for which proposed projects may be eligible.

Step 3
Apply for cost-share funding by submitting a completed Enrolment Form and Application Form to OSCIA. See page 4. Applications will be accepted starting at 12:00 p.m. (noon) September 28, 2016.

Step 4
The Ontario Soil and Crop Improvement Association will assess submitted applications and provide confirmation of the level of funding that has been allocated.

Step 5
Upon receiving project approval, complete the project and submit your Claim Form, including all supporting paperwork, no later than January 3, 2017.
Cost-Share Funding Levels

There is a specific application form for each BMP. Applicants interested in applying for multiple BMP projects must submit multiple Application Forms. Applicants may submit a maximum of two applications to the 2016 program, and only one application per BMP category. Eligible farm businesses may access one of the following three funding levels for each application, and the High Priority funding level only once. The maximum Soil Health Improvement Program contribution per farm business is $20,000 for the 2016 program year.

**HIGH PRIORITY**
Soil Health Improvement
50% cost-share
up to a cap of $20,000 per project
- Will be identified by project reviewers based on the ratings in your BMP Tables, identified through your Soil Health Check-Up

**RECOMMENDED**
Soil Health Improvement
40% cost-share
up to a cap of $10,000 per project
- Implement an eligible, CCA-recommended BMP (as identified through the BMP Tables in your Soil Health Check-Up) on an assessed field

**GENERAL**
Soil Health Improvement
35% cost-share
up to a cap of $5,000 per project
- Implement an eligible BMP on any farm property operated by a farm business with a completed Soil Health Check-Up
- Implement an eligible BMP that was not CCA recommended through your Soil Health Check-Up

Your funding level is determined based on your Soil Health Challenge ratings. Refer to your completed BMP Tables identified through the Soil Health Check-Up process.

Applicants must submit a completed Enrolment Form and Application Form associated with the BMP of interest. Decisions on which cost-share level applies to the BMP Project will be made by OSCIA following a thorough review of the information submitted by the applicant and their completed Soil Health Check-Up.

The High Priority Soil Health Improvement level is reserved only for projects that are addressing the lowest ratings for the farm through the Soil Health Check-Up process. Eligible farm businesses will qualify for only one High Priority project.

Projects being implemented on multiple fields are assessed on a field-by-field basis. Each field may receive a different level of cost-share based on the risks and priorities identified in your Soil Health Check-Up.

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**Eligible Invoice Dates:**

Eligible project invoices must have originated after completion of your Soil Health Check-Up. Your project must be complete and operational no later than January 3, 2017.

August 1, 2016 or the date of your Soil Health Check-Up, if completed after August 1, 2016.

**Project Completion and Claim Submission Deadline:**


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**Submit your application by:**

- **Email:** SHP@ontariosoilcrop.org
- **Fax:** (519) 826-4603
- **Post:** Environment Programs
  Ontario Soil and Crop Improvement Association
  1 Stone Road West, Guelph ON
  N1G 4Y2

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Soil Health Improvement Program Forms

Enrolment Form
The Enrolment Form collects information about the farm business involved in the proposed project. If you have already enrolled on paper with OSCIA through another program since 2013, there is no need to resubmit this form.

TIP: If you are unsure whether or not you have already enrolled, include a completed Enrolment Form with your application to ensure that your information is up to date.

Application Form
Choose the SHIP Application Form for the BMP you wish to implement and indicate how you will complete the project. Estimated costs of the required materials, services, and in-kind contributions for the project are required (as applicable). You will be notified by email or post of your approval status, cost-share percentages and allocations. At this time, you can safely initiate projects as approved, knowing they will receive financial support if all terms and conditions are followed. Applicants who implement their project(s) before receiving final approval from OSCIA do so at their own risk. Applicants may submit a maximum of two applications for the 2016 program, and only one application per BMP category.

Claim Form
The SHIP Claim Form and In-Kind Claim Declaration Form will be provided to approved applicants by OSCIA upon approval. Upon completion of your approved project, you must submit a SHIP Claim Form in order to receive the allocated cost-share. Invoices, proof of payment and the In-Kind Claim Declaration Form must accompany the Claim Form for each individual project. See page 14 for complete details on in-kind contributions.

All required forms are available to download from the OSCIA website on the SHIP page. Don’t have access to the internet? Call the OSCIA Guelph Office directly at 226-706-8669 and request a paper copy of the desired form(s) be mailed to you.
What rules should I be aware of?

- All applicable authorizations, permits and approvals are the responsibility of the applicant.
- The maximum SHIP cost-share contribution per farm business for all projects is $20,000 for the 2016 program year. The maximum cost-share funding level a single project may receive is 50% cost-share funding up to the project cap of $20,000.
- When determining the total estimated cost of the project, obtain quotes and be accurate regarding figures for all applicable materials, services, equipment and in-kind contributions. Please be very clear in your cost descriptions. Gross over-estimates lead to program dollars being unnecessarily allocated and can limit opportunities for other applicants.
- If the applicant goes ahead with the project before receiving final approval from OSCIA, they do so at the risk of forfeiting the cost-share if all terms and conditions are not satisfied.
  - Cost-share funding will be allocated on a continuous basis. Additional SHIP applications will not be accepted once the total funding available for the program year has been allocated.
  - OSCIA issues payments after projects have been completed and the required documentation is received and processed – this means projects must be paid for in full by the applicant prior to cost-share being issued.
  - See the back cover for SHIP Limits of Funding.

SHIP Eligible Area

Farm businesses located in the green, yellow, or brown area are eligible to apply for the Soil Health Improvement Program; this includes those located in the Lake Simcoe and Nottawasaga watersheds and the South-eastern Georgian Bay region.
SUPPORTED BEST MANAGEMENT PRACTICES

Cover Crops

Funding to support an increased use of cover crops to provide undisturbed cover over winter months and/or early spring months. Funding is available based on invoiced seed costs, for a maximum of 200 acres per farm business. We encourage the submission of a photo (geo-referenced and dated after planting) to confirm crop seeding and establishment with the submission of your project claim.

To be eligible, the practice can not have been used more than once in the last five years, as identified on your Soil Health Check-Up. Funding is only available for practices that are new to your farm operation.

Eligible

- Cover crops seeded post harvest or interseeded into a standing crop
- Single or multiple species cover crop mixes
- Cover crops seeded across an entire field to provide undisturbed cover over winter months
- Cover crops seeded in priority erosion prone areas (e.g. knolls on sandy soils) to provide undisturbed cover over winter months
- Planting costs incurred by the producer (in-kind) or custom applied (dedicated pass only)
- Cover crops that are harvested or grazed, provided a minimum of 6 inches (15 cm) of cover crop growth is left intact over winter

Ineligible

- Repeat claims by the same farm business on the same field location
- Costs associated with mechanical or chemical termination of the cover crop
- Equipment modification costs
- Fertilizer and crop protection costs
- Crops that will be harvested or grazed leaving less than 6 inches (15 cm) of cover crop growth over winter or fall terminated
- Red clover, alfalfa seed, wheat seed or seed for other commodity crops, with the exception of fall planted spring cereals (e.g. oats)
- Any costs for fields that have used cover crops more than once in the last five years
- Seed mixes containing invasive plant species
- Seed produced by the farm business applying for funding (bin run seed)
Crop Nutrient Plans

Funding to support the development of a Crop Nutrient Plan that spans one full crop rotation cycle with a minimum three year plan required*. This plan should consider crop rotation, cover crops, organic amendments, tillage practices, yield, soil test results, etc. to make a detailed but conservative fertilizer-use plan. An appropriate, qualified professional, such as a Certified Crop Advisor, must complete this plan. A copy of the plan must be submitted to OSCIA with your claim.

Eligible

- Written crop nutrient plan covering one full crop rotation cycle (minimum three year plan required) that must include:
  - Soil sampling and analysis (including frequency of sampling, sampling plan, and soil test results that include organic matter, soil phosphorus, pH, etc.)
  - Maps of fields, locations of any sensitive features requiring special management or setbacks
  - Plan must outline, at a minimum, the following details on a per field basis:
    - Crop rotation
    - Tillage practices for each crop
    - Nutrients applied from all sources (timing, placement, rates)
    - Crop removal and the nutrient balance for each crop, including credits from legumes and/or manure
    - Fertilizer recommendations for each crop
    - Management practices to reduce risk of nutrient loss
  - May also include the following other eligible activities to support the development of the crop nutrient plan:
    - Manure sampling and analysis
    - Data collection materials such as soil probes
    - Plant tissue sampling and analysis
    - Contingency planning
    - Soil conservation practices and planning for implementation within the crop rotation
    - Annual subscriptions to data management systems (limit of one subscription per eligible farm business)
- Consulting fees for plan development services provided by appropriate, qualified professional (e.g. Certified Crop Advisor)
- Plans developed using NMAN or other planning and decision support tools

Ineligible

- Yield monitors and other GPS enabled data collection tools
- Manure storage plans (i.e. the MSTOR portion of any plan)
- Computer hardware and software
- Costs associated with the renewal of an existing plan, or repeat services on the same crop areas
- Crop scouting and pest monitoring
- Professional services not directly related to the Crop Nutrient Plan
- In-kind time invested by the producer for preparing the plan
- All Terrain Vehicles (ATVs)
- License activation fees
- Any practice or technology where phosphorus use efficiency is not the primary objective (including the use of Greenseekers and Soilscan technology)

Note: Plans are living documents and should be reviewed and updated on an annual basis or as required when new soil sample information is collected.
Buffer Strips

Funding to support the establishment of permanently vegetated buffer strips within riparian zones alongside streams, drains, rivers, ponds, wetlands and lakes. Buffer strips shall be a minimum of three metres in width from top of bank.

For tree planting, cost-share applies to total project costs of up to $20/tree, inclusive of all costs and in-kind contributions.

**Eligible**
- Seeding field margins within or adjacent to riparian areas that were cropped within the past two years to permanent vegetative cover
- Purchase and planting of permanent native or non-invasive introduced species of trees or shrubs, grasses, legumes or wildflowers to stabilize riparian zones
- Tree species and planting techniques that adhere to practices that would typically be advocated by a professional forester
- Site preparation and planting time
- Tree guards
- Mulch
- Weed control systems

**Ineligible**
- Payments for land taken out of production
- Ongoing maintenance costs (including maintenance and renovation of existing tree plantings)
- Trees, shrubs, or other plantings for landscaping or around buildings
- Planting invasive plant species
- Establishment of trees, shrubs, or other plantings that are intended for harvest for economic benefit within 15 years, such as fruit orchards, Christmas trees, ornamental nursery stock, etc.
- Tree spaded stock or the transplant of large caliper trees
- Costs for stock and planting in excess of $20/tree inclusive
- Livestock fencing and stream crossing structures
- Red clover, alfalfa seed, wheat seed or seed for other commodity crops
Field Windbreaks or Windstrips

Funding to support planting of permanent tree windbreaks or seasonal vegetated windstrips to control wind erosion.

For tree planting, cost-share applies to total project costs of up to $20/tree, inclusive of all costs and in-kind contributions.

**Eligible**

Windbreaks:
- Planting of native or non-invasive introduced species of trees and shrubs (seeds, seedlings, or plugs)
- Tree species and planting techniques that adhere to practices that would typically be advocated by a professional forester
- Site preparation
- Weed control system
- Mulch

Windstrips:
- Seed costs for seasonal vegetative windstrips
- Site preparation

**Ineligible**

- Trees, shrubs or other plantings for landscaping or around buildings
- Establishment of trees, shrubs, or other plantings that are intended for harvest for economic benefit within 15 years, such as fruit orchards, Christmas trees, ornamental nursery stock, etc.
- Ongoing maintenance costs (including maintenance and renovation of existing tree plantings)
- Planting invasive tree, shrub or plant species
- Payments for land taken out of production
- Tree spaded stock or the transplant of large caliper trees
- Costs for stock and planting in excess of $20/tree inclusive
- Costs of grass seed or seed for other commodity crops intended for harvest
- Site preparation costs that exceed 10-times the cost of planting the field windbreak
- Block plantings
Equipment Customization

Funding to support adjusting new or existing equipment to reduce phosphorus loss and/or to increase soil health. Cost-share funding will apply to the cost difference between the current or conventional equipment and the modified or updated equipment, or it will apply to specialized components, as applicable. A detailed quote providing the estimated value of the current or conventional equipment and the new equipment must be submitted with your application form.

Funding is only available if the practice is new to your farm operation. For tillage, if any conservation tillage practice is currently implemented, funding is not available for a new tillage practice. An application is limited to only one of the eligible categories below.

Eligible

Tillage:
- Strip-till units or components

Fertility (specifically addressing phosphorus only):
- Equipment or components to enable banding
- Equipment that allows the implementation of right source, right rate, right time and/or right place (4Rs of nutrient stewardship, the Fertilizer Institute)

Planting:
- No-till units or components
- Equipment for the purpose of planting and managing cover crops

Equipment or components to manage crop residues, including:
- Row cleaners
- Roller crimpers
- Trash whippers

Ineligible

- All GPS systems, related components and licensing fees
- Yield monitors
- Annual services fees of any type
- Upgrades to tractors, combines or spray equipment
- Tires and tracks
- Self-propelled equipment
- Maintenance costs
- Warranties for equipment or components used to modify equipment
- Any equipment or equipment customizations that do not support an increase in soil health or a decrease in the risk of phosphorus loss from the farm system
- BMPs that specifically target nitrogen and/or potassium (including Y-drop technology)
- Any tillage equipment that is not no-till or strip-till (including vertical tillage)
Erosion Control Structures

Funding to support building or upgrading in-field erosion control structures. These structures include: Water and Sediment Control Basins (WASCoB), terraces, grassed waterways, and contour strips of perennial vegetation.

All structural erosion control projects must be designed by a Certified Erosion Control Contractor or other professional (engineer, Conservation Authority, etc.) following the specifications included in the OMAFRA Publication 832: Agricultural Erosion Control Structures – A Design and Construction Manual. A link to the list of Certified Erosion Control Contractors is available on the Ontario Ministry of Agriculture, Food and Rural Affairs website.

Projects involving municipal drains require approval in writing from the local Drainage Superintendent (letters should be submitted with the SHIP Application). For all erosion control projects, copies of required permits must be submitted to OSCIA with the project claim.

Eligible
- Infrastructure and development costs
- Labour costs
- Consulting and engineering fees
- Upgrade/modify existing tile inlets or outlets
- Grassed waterways
- WASCoBs
- Contour terraces
- Tile inlet upgrades for the purpose of reducing erosion or slowing infiltration
- Improvements to support stream bank or ditch bank stabilization, and grade control structures (e.g. rock chute spillways, surface inlet structures)

Ineligible
- Systematic tile drainage systems that are not an integral part of the erosion control structure
- Constructing new drainage channels or repair of existing
- Installation of drop inlets for drainage of ponded surface water (not associated with erosion control structure)
- Tile inlet upgrades for the purpose of increasing capacity for rapid flow
- Leveling of land/fields
- Applying cost-share to projects initiated through the Drainage Act
- Ongoing maintenance costs
- Constructed works in-channel to provide fish habitat (e.g. pools and riffles, natural channel design)
- Construction and land improvement activities not associated with soil erosion control
- Repair and maintenance of existing erosion control work
- Payments for land taken out of production
Fragile Land Retirement

Funding to support costs of taking fragile lands out of agricultural production and seeding to permanent vegetative cover.

Applicants must demonstrate a long-term commitment (at least 15 years) to retiring land in order to access support under this BMP. For tree planting, cost-share applies to total project costs of up to $20/tree, inclusive of all costs and in-kind contributions.

What is Fragile Land? Fragile land has limited potential for profitable agricultural production. It is often prone to water, tillage or wind erosion. Years of producing row crops on these lands often result in severely eroded landscapes.

Eligible

- Seeding fragile lands sites that were annually-cropped within the past two years to permanent vegetative cover, including severely eroded knolls and compacted headlands
- Establishment of native trees or shrubs, native grasses or native wildflowers to stabilize sites
- Tree species and planting techniques that adhere to practices that would typically be advocated by a professional forester
- Purchase and planting of permanent native or non-invasive introduced species of trees or shrubs, grasses, legumes or wildflowers to stabilize fragile lands
- Site preparation
- Weed control system
- Mulch

Ineligible

- Payments for land taken out of annual crop production
- Planting/establishment/maintenance costs of marketable products (e.g., hay, forages, nuts, fruit, bio-products)
- Red clover, alfalfa seed, wheat seed or seed for other commodity crops
Runoff Water Management

Funding to support activities that are designed to manage and treat runoff leaving agricultural land and reaching watercourses. **All activities completed under this BMP must be supported by a Certified Soil Erosion Control Contractor, your local conservation authority, Ducks Unlimited Canada, an OMAFRA representative, a licensed drainage contractor or licensed engineer to confirm the design is appropriate and supports reducing the loss of soluble reactive phosphorus.**

**Eligible**
- Activities that support the management of runoff water; for example:
  - Constructed wetlands that collect and treat tile drain water or surface waters from agricultural land before entering a watercourse or drain
  - Enhancing standing inlets to slow movement of water from field and increase infiltration time
  - Installing biofilters
  - Installing vegetated grass strips on the contour to reduce velocity of water flow and increase infiltration

**Ineligible**
- Tile drainage components that are not an integral part of the phosphorus reduction activity
- Applying cost-share to projects initiated through the Drainage Act
- Ongoing maintenance costs
- Constructed works in-channel to provide fish habitat
In-Kind Contribution Policy

- The applicant’s in-kind labour, up to a maximum of $1,500, as supported by an In-Kind Claim Declaration Form and reported on the Project Claim Form, may be considered eligible for cost-share. Reasonable hours of labour invested by the applicant, his/her dependents, and business partner(s) may be claimed. Costs associated with completing the Environmental Farm Plan (EFP), Soil Health Check-Up, project planning, supervision, or administration will not be cost-shared.
- The maximum allowable labour rate is $20 per hour. OSCIA will make a final determination on what a reasonable number of hours claimed is based on the BMP being implemented and the nature of the work performed.
- The maximum allowable in-kind equipment rate for a tractor and implement is $50 per hour of operation. This rate cannot be increased for heavy excavation equipment. Applicable in-kind operator charges may be claimed along with the in-kind equipment rate, at up to the accepted maximum hourly labour rate.
- If a business plans to claim in-kind contributions, accurate estimates must be reflected in the total project cost submitted with the SHIP Application. If actual project costs exceed the original estimate, there is absolutely no obligation by OSCIA to extend cost-share to the additional costs.
- When making a project claim for in-kind contributions, the figure added to the Claim Form must be supported by an In-Kind Claim Declaration Form which details specific hours worked, dates the work was performed, and the hourly rate(s) charged. The In-Kind Claim Declaration Form will be provided to applicants upon receiving final project approval.
- Eligible in-kind contributions will be considered equivalent to cash payments for purchased services. As such, the cost-share percentage and program funding cap will also be applied to the eligible in-kind contributions when calculating the final cost-share contribution for the completed project.
- The applicant’s signature on the Claim Form declares that the information contained in the claim is true and accurate. In-kind contributions provided to the project after submission of the project claim are not eligible for cost-share.

**Eligible In-Kind Costs**
- Applicant, applicant’s business partner(s) or applicant’s family members

**Ineligible In-Kind Costs**
- Applicant’s employee(s)
- Rates that exceed $20 per hour for in-kind labour
- Rates that exceed $50 per hour for a tractor and equipment
1. SHIP cost-share is available to new projects initiated on or after August 15, 2016 or the date of the approved party’s Soil Health Check-Up, whichever is later. To receive cost-share, all projects must be complete and operational with the Claim Form received in the OSCIA Guelph office by January 3, 2017. OSCIA reserves the right to perform a project inspection at a mutually agreeable time, prior to the claim being processed.
2. SHIP cost-share may be utilized by eligible applicants for approved Best Management Practices that will be used on farm properties in the Lake Simcoe, Nottawasaga, and South-eastern Georgian Bay watersheds. Evidence of the area in which the project is completed may be requested.
3. Participation in Growing Forward 2 or other OSCIA delivered cost-share programs over previous years by the business does not affect the allowable contribution available for SHIP in the 2016-2017 fiscal year.
4. OSCIA cannot issue cost-share funding for incomplete projects.
5. Stacking of SHIP contributions towards the same project by two or more applicants is not permissible.
6. Only invoices from vendors or service providers directly involved with the item or service purchased by the approved party will be accepted with the project claim.
7. All invoices that support materials or services provided to a project must originate with companies or individuals not in any way associated through ownership with the business making the project claim. All eligible invoices must match the business name identified on the 2016 Claim Form.
8. OSCIA reserves the right to require additional documentation and ultimately accept or reject submitted project invoices and proof of payment for cost-share consideration.
9. A single project may receive cost-share from one BMP category only.
10. A single project may receive a maximum of $20,000, which is the project cap at the “High Priority” funding level.
11. A single eligible farm business may not receive more than $20,000 for the 2016 program year.

12. The business shall ensure that the total cost-share assistance from all sources, including other government or non-government programs, for eligible expenses shall not exceed 100 percent. The business is required to identify (at the time the claim is submitted) all other sources of funding for eligible project expenses.
13. Across all BMP categories, HST is not an eligible expense.
14. Hand or power tools or attachments are not eligible for cost-share. Maintenance or extended warranties are not eligible.
15. OSCIA will not accept additional SHIP Applications once the total SHIP funding available for the program year has been committed. The funds will be allocated on a first-come, first-served basis.
16. All applicable information on the SHIP Application Form must be complete before it is submitted to OSCIA Guelph. If OSCIA Guelph office considers a 2016 Application Form to be incomplete, the form will be returned in its entirety to the applicant to retrieve the missing information, when time permits. Only proposed projects deemed to be complete by OSCIA Guelph office will be considered for cost-share.
17. If the applicant starts work on the project prior to receiving final approval to proceed from OSCIA Guelph office, they do so at the risk of forfeiting the cost-share if all terms and conditions are not satisfied.
18. The information presented is the best available at the time of printing. Check with OSCIA for applicable updates. Material is subject to change without notice as the cost-share program evolves.
19. If a proposed project receives a SHIP allocation, the same project is not eligible for other funding programs delivered by OSCIA.
20. Hourly wages and benefits of seasonal and full-time employees of the business are not eligible for cost-share.
21. Financing charges and loan interest payments are not eligible for cost-share.